

Martin O'Malley
Governor

Anthony G. Brown
Lt. Governor



Steve Cassard
Interim Secretary
Diane Wilson
Interim Deputy Secretary

MARYLAND DEPARTMENT OF GENERAL SERVICES

FACILITIES OPERATIONS & MAINTENANCE • FACILITIES PLANNING, DESIGN & CONSTRUCTION
PROCUREMENT & LOGISTICS • REAL ESTATE

RECRUITMENT FOR: Building Services Worker I

SALARY: \$9.76/hr. (Grade 5)

CLOSING DATE: Open and Continuous

LOCATION: Annapolis

POSITION DUTIES: Responsible for outside maintenance and grounds care of State buildings.

MINIMUM QUALIFICATIONS:

Education: None.

Experience: None.

LICENSES, REGISTRATIONS AND CERTIFICATES: Employees in this classification may be assigned duties which require the operation of an automobile. Employees assigned such duties will be required to possess a motor vehicle operator's license valid in the State of Maryland.

SPECIAL REQUIREMENTS OF THE CLASSIFICATION:

1. Employees may be subject to call-in 24 hours a day and may be required to provide the employing agency with a telephone number where they can be reached.
2. Employees may be assigned to day, evening, night or rotating shifts which may include weekends and holidays.
3. The work may be performed in extremes of heat and cold.
4. Employees may be exposed to noisy, dirty and uncomfortable conditions and may be required to use protective equipment such as gloves, masks, respirators, goggles and safety shoes.

RETURN COMPLETED APPLICATION TO: Department of General Services, Personnel Division, 301 W. Preston Street, Room 1309, Baltimore, Maryland 21201.

TO APPLY: Please include the title of the position for which you are applying on your State application (MS-100). Please send your application to the address listed above. Sending the application to a different address could result in not being considered.

APPLICATIONS: Applications may be obtained by visiting our website at: www.dbm.maryland.gov; by writing to DBM, OPSB, Recruitment & Examination Division, 301 W. Preston Street, Baltimore, Maryland 21201; or by calling 410-767-4850, toll-free: 800-705-3493; TTY users call Maryland Relay Service, 800-735-2258.

QUALIFICATIONS: You must possess the minimum (and selective, if applicable) qualifications to be considered for this position. If you are scheduled to complete an educational or licensing requirement within six months of the assessment, you may participate in the examination process. Permanent State employees may also complete necessary experience requirements within six months of the date of the assessment. However, such candidates will not appear on eligibility lists until documentation has been received that the educational and experience requirements have been met. Credit may be given for relevant part-time, temporary, or volunteer experience, if you list the number of hours worked per week. All information used to determine your qualifications must be submitted by the closing date. Therefore, be sure that you accurately and thoroughly complete the application.

Equal Opportunity Employer

PERSONNEL DIVISION • 301 West Preston Street • Room 1309 • Baltimore, Maryland 21201
(410) 767-4985 FAX (410) 333-7293 • Toll Free Statewide 1-800-449-4347 • TTY users 1-800-735-2258
An Equal Opportunity Employer